

Solo & Small Firm Seminar

July 22 - 24, 2009

Honey Creek Resort • 12633 Resort Drive • Moravia, IA

Wednesday - July 22

12:00 - 1:30 **Registration**

Track 1 - Law Practice Management

1:30 - 3:00

Profile of a Solo and Small Firm - Speakers: Marion James, Phyllis Pearson, Philip Garland, Amanda James, William Bushell, James Milani and Harry Shipley

BREAK

3:00 - 3:15

Fundamental Business Plan - Speaker: Robert Woodke

3:15 - 4:00

Health Insurance - Speaker: Deb McCauley of Reynolds & Reynolds

4:00 - 4:45

BBQ on the Patio (Tickets are \$15 per person)

4:45 - 7:15

Night Cap - Sponsored by IALA

9:00 - 10:00

Track 2 - Substantive

1:30 - 2:15

Wind Energy - Speakers: Kathleen Law and Rachele Johnson

2:15 - 3:00

Carbon Credits: Who Can Use Them? - Speakers: David Miller and Paul Horvath

3:00 - 3:15

BREAK

3:15 - 4:00

Residential Foreclosure, Counseling and Defense for General Practitioners - Speaker: Walter Conlon and David Erickson

4:00 - 4:45

Federal Debt Collection Act

4:45 - 7:15

BBQ on the Patio (Tickets are \$15 per person)

9:00 - 10:00

Night Cap - Sponsored by IALA

Track 3 - Quality of Life

1:30 - 2:15

Office Sharing Agreement - Speaker: Todd Scott

2:15 - 3:00

Succession Planning - Speakers: Paul Wieck, Don Young, Dennis Parmenter, and Hon. Charles Smith III

3:00 - 3:15

BREAK

3:15 - 4:00

How to Divide the Pie - Speaker: Gary Streit

4:00 - 4:45

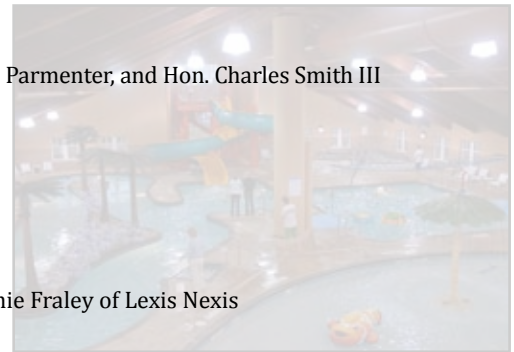
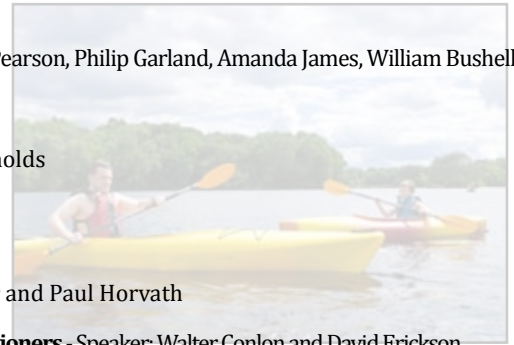
Sale of Practice Agreements - Speaker: Todd Scott

4:45 - 7:15

BBQ on the Patio (Tickets are \$15 per person)

9:00 - 10:00

Night Cap - Sponsored by IALA



Thursday - July 23

7:00 - 8:00

Breakfast Buffett: How to Market Yourself - Speaker: Stephanie Fraley of Lexis Nexis

7:30 - 8:00

Registration

Track 1 - Law Practice Management

8:00 - 9:00

Top Ten Things That Will Shut Down Your Company Website - Speaker: Brett Trout

9:00 - 10:00

Unbundled Legal Services

10:00 - 10:15

BREAK

10:15 - 11:00

Bill Drafting Clients Rush Pay, Hourly vs. Value - Speaker: Robert Woodke

11:00 - 11:45

Voice Recognition Software - Speaker: Bruce Fagerstrom

11:45 - 12:30

Employee Payroll, What Do I Offer? - Speaker: Mark Gray

12:30 - 1:30

LUNCH

1:30 - 2:15

Vista vs. XP Professional vs. Microsoft 7 - Heartland Technology Solutions

2:15 - 3:00

E-Discovery for General Practice - Speaker: Tre Critelli

3:00 - 3:15

BREAK

3:15 - 4:00

Mediation - Speaker: Steven Sovern

4:00 - 4:45

New Technology in Document Management and Blackberry Devices - Speaker: Kim Balk

4:45 - 6:15

Reception

6:15 - 7:15

Dinner - Speaker: Nick Critelli (Tickets are \$30 per person)

9:00 - 10:00

Night Cap - Sponsored by G. Rawson Stevens

Track 2 - Substantive

8:00 - 9:00

Estate Planning with Blended Families and Prenuptial Agreements - Speaker: Mark Gray

9:00 - 10:00

Non-Dischargeable Debts in Bankruptcy - Speaker: Habbo Fokkena

10:00 - 10:15

BREAK

10:15 - 11:00

Now We're in Deep Doo-Doo: Transferring Property with Septic Systems - Speaker: Craig Hastings

11:00 - 11:45

Mechanics Liens Perfection - Speaker: John Fatino

11:45 - 12:30

Prenuptial Agreements - Divorce - Speaker: Dan Bray

12:30 - 1:30

LUNCH

1:30 - 2:15

Trust and Probate Update - Speaker: Michel Nelson

2:15 - 3:00

Leases - Speaker: Prof. Neil Hamilton

3:00 - 3:15

BREAK

3:15 - 4:00

How Do I Dispose of My Farm Tenant - Speaker: Thomas Lawler

4:00 - 4:45

Economic Stimulus Package - Speaker: Prof. Roger McEowen

4:45 - 6:15

Reception

6:15 - 7:15

Dinner - Speaker: Nick Critelli (Tickets are \$30 per person)

9:00 - 10:00

Night Cap - Sponsored by G. Rawson Stevens

Track 3 - Quality of Life

8:00 - 9:00

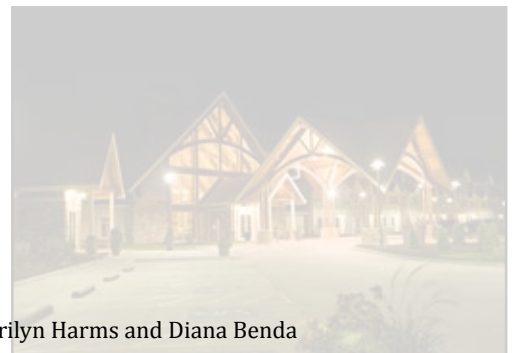
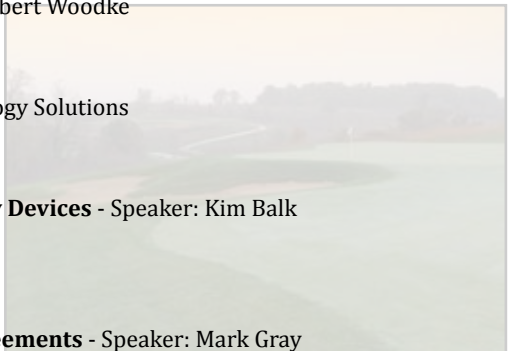
Loss Control Best Practices - Speaker: Michael Furlong

9:00 - 10:00

Legal Assistants: What They Can Do Ethically - Speakers: Marilyn Harms and Diana Benda

10:00 - 10:15

BREAK



10:15 - 11:00
11:00 - 11:45

EDMS - Speaker: David Beckman
Scanners, Naming Conventions, Pro-Law, PDF, E-Copy vs. Adobe - Speakers: Tyler Smith, Karlette Thornton, Brenda Swanson and Marilyn Harms

11:45 - 12:30
12:30 - 1:30

Passwords/Backups - Speaker: Wayne Slavin of Backup Right
LUNCH

1:30 - 2:15

Disaster by Tornado - Speakers: Martin Peterson and Joel Greer

2:15 - 3:00

Disaster by Flood - Speakers: Christine Crilley, Joel Greer, Kent Smith, William Nicholson, and Cheryl Hines

3:00 - 3:15

BREAK

3:15 - 4:00

Other Disaster Issues (Equipment/Building Insurance and Rebuilding Files)

4:00 - 4:45

Timelines - Speaker: David Repp

4:45 - 6:15

Reception

6:15 - 7:15

Dinner - Speaker: Nick Critelli (Tickets are \$30 per person)

9:00 - 10:00

Night Cap - Sponsored by G. Rawson Stevens

Friday, July 24

7:30 - 8:00

Registration

Track 1 - Law Practice Management

8:00 - 9:00

Advertise Ourselves

9:00 - 10:00

Essential Technology for Your New Practice - Speaker: David Beckman

10:00 - 10:15

BREAK

10:15 - 11:30

Ethics - Speaker: Nick Critelli

Track 2 - Substantive

8:00 - 10:00

New Iowa LLC Act - Speakers: Greg Wilcox, Frank Carroll, J. Marc Ward, Steven Roy and Willard Boyd III

10:00 - 10:15

BREAK

10:15 - 11:30

Ethics - Speaker: Nick Critelli

Track 3 - Quality of Life

8:00 - 9:00

What to Shred and How to Archive - Speaker: Carolyn Sutton

9:00 - 10:00

How and Where to Dispose of Hardware - Speaker: Joe Gassman

10:00 - 10:15

BREAK

10:15 - 11:30

Ethics - Speaker: Nick Critelli



A Two-Person Best Shot Golf Tournament will be held Friday after the seminar. Please look to www.iowabar.org for more information.

Registration Form: Solo & Small Firm Seminar (CLE Hours Pending)

Name : _____ Member # _____ Phone # _____

Address: _____ City, State, Zip: _____

E-mail: _____

Registration Fee:

(All Three Days)

ISBA Members _____ \$250

General Practice Members _____ \$235

Non-Members _____ \$375

IALA Members & Legal Support Staff (Wednesday only) _____ \$75

IALA Members & Legal Support Staff (Thursday only) _____ \$125

IALA Members & Legal Support Staff (Friday only) _____ \$75

IALA Members & Legal Support Staff (All 3 Days) _____ \$225

Students _____ \$30

Wednesday Night BBQ on the Patio (Tickets are \$15 per person) _____ (quantity) \$_____ (total charge)

Thursday Night Dinner (Tickets are \$30 per person) _____ (quantity) \$_____ (total charge)

Method of Payment: Check enclosed Check Number _____ CLE Season Pass _____

Master Card Visa Discover American Express

Credit Card #: _____ Exp. Date: _____

Cardholder Signature: _____

Return Registration form to: ISBA CLE, 625 E. Court Avenue, Des Moines, IA 50309. For questions call: (515) 697-7874 or fax (515) 243-2511

Cancellation Policy/Walk-in Registration Fee: Registration refunds will be issued only if written notification is received by the Bar Office by July 15, 2009. Written notification can be mailed, faxed or e-mailed to the Bar Office. Walk-in registration fee will be an additional \$50 (fee will begin on July 21, 2009).